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[REDACTED] **SUPPORT OFFICERS' MEETING**

23 September 1964

DD/S Conference Room

1. Those present:

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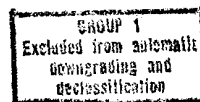
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2. Mr. Allan Warfield was introduced to the DD/S Staff Meeting as the new Director of Logistics, replacing Mr. Garrison who has retired. [REDACTED] is the new Deputy Director of Logistics, and [REDACTED] is the Chief, Supply Division. 25X1 25X1
3. Public Law 88--558 entitled "Settlement of Claims Against US by Military and Civilian Employees" was mentioned at the DD/S Staff Meeting and will be covered in detail at next week's meeting. Apparently, this law will provide coverage up to \$6,500 against loss or damage of property which is located in Government assigned quarters and may also cover claims arising from such things as accidents in personally owned vehicles while in the conduct of official business.
4. Two hundred seventy-four pledges have been received thus far in the Consolidated Fund Drive. One hundred twenty-one of these pledges authorize payroll deduction. The payroll deduction pledges averaged over \$36 a year, as opposed to \$19 a year for the cash pledges.
5. Flu shots will be given during the week of 14 October. This year the needle method will be used rather than the machine method. There will be a charge of \$.50 for the shots to cover the cost of the throw-away needles.
6. The contract with GSI to operate the building barber shop will be signed this week. Work on the shop itself will begin immediately.
7. Sixty-six people have used the exercise room the first week, ninety-six the second, and one hundred twenty-seven the third.
8. [REDACTED] of OGC briefed the DD/S Staff Meeting on Public Law 88--448-- the Dual Compensation Act. It was pointed out that the provisions of 25X1

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this Act are most complicated, and any individual cases which arise should be referred to an expert for evaluation.

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9. The OGC has advised that the retroactive pay rider is on the Congressional calendar for today. If passed, this will affect us principally as regards contract employees and career agents, since these categories were not eligible under the Comptroller General decision which resulted in the retroactive pay for staff employees.
10. Senator Stennis will be the Floor Manager for the Agency Retirement Bill and it is hoped that the Bill will be presented to the Senate tomorrow or Friday.
11. The DD/P has stated that he had a report on overtime which reflected that DD/P components have reduced overtime for the period, January through June, by 25% under the figure for the same period last year.
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12. Mr. Helms has announced that [] is in very critical condition in Arlington Hospital.
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13. []
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14. [] has announced that there is a moratorium on promotions from GS-7 and GS-8. Apparently, we have many more GS-8's than we have slots for. The DD/P has asked for relief from the Deputy Director, and, if granted, this would probably result in about 30 promotions from GS-7 to GS-8. The present rate of such promotions is well over 100 a year.
15. The SSA has received a number of travel orders recently which have been prepared for A/DDP approval because they called for:
- a. first-class air travel
 - b. actual subsistence expenses
 - c. representational per diem
 - d. additional shipments of effects for Chiefs of Station and Base for representational purposes

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The authority to approve such special provisions has been delegated to the SSA-DD/S by [], and most of these travel orders could have been authorized in the Division or Staff with the SSA signing off in the special provision section of the order. [] pointed out that the following provisions in travel orders must be signed by the DD/P or the A/DDP:

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- a. travel orders for Chiefs and Deputy Chiefs of Divisions and Staffs
 - b. TDY of more than 45 days outside the continental US []
- []

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- c. TDY of more than 45 days for Field personnel.
- d. Any continuous TDY in excess of 180 days.
- e. Per diem not in accord with the regulations provision for reduction of per diem after stated periods of time.

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16. [] briefly outlined the recent changes in the Foreign Service Regulations pertaining to travel which are presently being incorporated into the Agency regulations.

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17. The Support Officers were requested to comment on the Logistics Form 360 (report of real property) which is required of the Field in case of purchase, lease, or assignment of property to the Agency. In the discussion that followed, it appeared that the form serves a limited purpose in the Area Divisions but, on the other hand, it was not felt that its submission worked a hardship in the Field. [] brought up the question of requiring an annual report of staff housing from the Field so that Headquarters' Divisions be in a better position to evaluate house situations at their Posts. The consensus of opinion was that it would be impossible to require such reporting from the Field on a DD/P wide basis, as usable as it may be.

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